

**Jury Committee**  
**Judicial Conference of Indiana**

October 19, 2007  
Minutes

1. Attendance. The following Committee members participated in the conference call meeting: Jeffrey Heffelfinger, Louis Rosenberg, Ted Todd, Diane Schneider, George Biddlecome, Michael Peyton, Brent Dickson, and William Hughes, Chair.
2. Staff present. Michelle C. Goodman provided the Committee with staff assistance.
3. Approval of minutes. The Committee approved the minutes from the July 2007 meeting.
4. Report from Board of Directors Meeting. Michelle reported that the Board of Directors approved the proposed amendments to the Indiana Jury Service video unanimously. The Committee asked how the expenses would be covered and it was reported that there was money available in the budget for this project. The Committee requested that the production begin as soon as possible.
5. Jury Pool & JMS updates. Michelle provided an update on these two projects. To date, about 45 counties had requested master list information this fall and there was 10-12 counties considering piloting the JMS system. Judge Hughes asked that anyone interested in serving on the Jury Pool sub-committee to e-mail him.
6. Jury survey. The Committee reviewed the draft jury survey to gather information from judges on the procedures used for selection of alternates. The Committee requested to add a question asking about whether judges allow alternates to attend deliberations and whether it depends on the case type (civil vs. criminal). The Committee also requested that the survey collect the county the judge serves. A timeline of three weeks was set for receiving responses and a reminder to go out one week prior to the close of the survey.
7. Frequently asked question. The Committee reviewed the questions and proposed answer. The Committee discussed the requirements of Administrative Rule 9 and concerns about re-disclosure of information after trial. The Committee also discussed the need for detailed direction in this area. The Committee decided to post the FAQ and also work on more detailed guidance in the jury management benchbook.
8. Jury Management Benchbook. The Committee decided that the key areas that needed to be included in this publication are: jury selection, orientation, trial, deliberations, and post-trial matters (contact, juror stress). Staff was asked to e-mail the Committee and ask for additional areas and suggested topics before the

next meeting. Several members volunteered to be primarily responsible for the above listed areas.

9. Meeting Schedule. The Committee discussed the meeting schedule for the next year and due to the development of the jury management benchbook determined additional meetings should be scheduled. The Committee set the following schedule:

Thursday, December 6, 2007 – 5:00 p.m. at the Indianapolis Marriott North Hotel  
Restaurant

Friday, February 8, 2008 – noon at IJC

Friday, April 11, 2008 – noon at IJC

Friday, June 13, 2008 – noon at IJC

Friday, August 8, 2008 – noon at IJC

Friday, October 10, 2008 – noon at IJC

\*Note: Meeting times are listed as Indianapolis time.

Respectfully submitted,

Michelle C. Goodman  
Staff Attorney